



DEPARTMENT OF THE ARMY

U.S. Army Corps of Engineers
WASHINGTON, D.C. 20314-1000

REPLY TO
ATTENTION OF:

CEPR-P (715)

18 FEB 1994

MEMORANDUM FOR COMMANDER, ALL MAJOR SUBORDINATE COMMANDS,
DISTRICT COMMANDS, ATTN: CHIEF, CONTRACTING
DIVISION

SUBJECT: PARC Instruction 94-2, Job Order Contracting (JOC)
Guide (June 1993)

1. Reference DAIM-FDF-M memorandum of 8 Feb 94, sab.
2. The reference enclosed memorandum emphasizes the requirement to follow the guidance of the Job Order Contracting (JOC) Guide in planning, executing, and administering a job order contract.
3. Note that the procedures contained in the JOC Guide shall be used and are not optional or for information only.
4. Addressees will ensure distribution of this PARC Instruction 94-2 to engineering, construction and legal offices.
5. Questions concerning this PARC Instruction should be directed to Mr. David L. Petersen, CEPR, telephone number is 202-272-8647.

FOR THE COMMANDER:

Encl

A handwritten signature in cursive script, reading "Kenneth J. Loehr", is positioned above the typed name.

KENNETH J. LOEHR
Principal Assistant
Responsible for Contracting



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
ASSISTANT CHIEF OF STAFF FOR INSTALLATION MANAGEMENT
600 ARMY PENTAGON
WASHINGTON DC 20310-0600

08 FEB 1994



DAIM-FDF-M

MEMORANDUM FOR SEE DISTRIBUTION

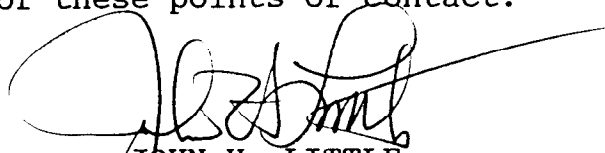
SUBJECT: Job Order Contracting (JOC) Guide (June 1993)

1. The procedures contained in the JOC Guide (June 1993) shall be used in conjunction with those in the Army Federal Acquisition Regulation Supplement (AFARS) when acquiring and administering job order contracts. The JOC Guide gives implementation guidance on planning, executing, and administering a job order contract to ensure successful acquisition and work execution. Publication of the JOC Guide represents a joint effort by the engineering and procurement communities as members of the JOC Steering Committee.
2. The JOC Steering Committee is chartered by the Assistant Secretary of the Army (Installations, Logistics and Environment) and Assistant Secretary of the Army (Research, Development, and Acquisition), to provide oversight and guidance in support of sound, effective, and efficient contract administration/functional management of project work utilizing JOC.
3. Audits by United States Army Audit Agency (USAAA) and feedback from Procurement Management Reviews indicate that organizations which administer job order contracts may not fully understand that the procedures included in the JOC Guide shall be used for execution, administration and management of all job order contracts. The procedures in the JOC Guide are not optional or for information only. Because the JOC Guide reflects current guidance and policies, we recognize there may be differences between the terms and provisions of a specific awarded contract and the procedures contained in the JOC Guide. In the event of conflict, the contract shall govern. However, contracting offices should consider modifying existing contracts to incorporate the changes in the JOC Guide.
4. The Office of the Assistant Secretary of the Army (Research, Development, and Acquisition) has reviewed and concurred with this memorandum. I recommend that you endorse this memorandum to each of your contracting and engineering offices at installations or US Army Corps of Engineers districts.
5. Copies of the JOC Guide may be obtained by contacting the Facilities Policy Division within the Office of the Assistant Chief of Staff for Installation Management (OACSIM). Department of Army points of contact for JOC are Ms. Lu Lillie, OACSIM (DAIM-FDF-M), DSN 345-7616 commercial (703) 355-7616, FAX

DAIM-FDF-M

SUBJECT: Job Order Contracting (JOC) Guide (June 1993)

(703) 355-0197 and LTC John Merkwan, ASA(RDA) (SFRD-KI), DSN 289-7572, commercial (703) 756-7572, FAX (703) 756-7580. Any comments or suggested improvements to the JOC Guide should be provided directly to either of these points of contact.



JOHN H. LITTLE
Major General, GS
Assistant Chief of Staff
for Installation Management

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USAMC INSTALLATION & SERVICES ACTIVITY

SUPERINTENDENT, U.S. MILITARY ACADEMY

CF:

ALL JOC SITES (INST DOCS, DPWs, & DISTRICT CONTRACTING OFFICES)

SFRD-KI

CECPW-ZA

CECPW-OC

CECPW-F

CECPW-FM

CEMP-CI

CEPR-P